



De La Salle Santiago Zobel School

Ayala Alabang Village, Muntinlupa City, Philippines 1780, Tel. No.: 8771-DLSZ Website: www.dlszobel.edu.ph

June 15, 2020

Dear DLSZ BRafeNHS Parents and Guardians,

Peace be with you!

We hope that you and your family are safe and healthy under the current circumstances.

We are pleased to inform you that we will be posting on the school website the Academic and Special Awardees of the graduating and undergraduate students by the end of June, if not earlier. The digital report cards of the undergraduates will be sent on June 20, 2020, through the Gmail accounts of the students.

There will be no distribution of report cards for all levels, in consideration of the general community quarantine (GCQ) restrictions on travel and mass gatherings. We will also forego the yearly tradition of awarding excellent undergraduate Lasallians through the Honors Convocation.

The Grade 12 Reports Cards, Diploma and other certificates will be sent via courier service starting June 19, 2020. The medals, once available, will be distributed via courier as well.

May we request the Grade 12 parents and guardians to update their postal address, zip code, and contact numbers through this link: <https://forms.gle/o1UMFTsKmb7uS6rw9> on or before June 17, 2020, to facilitate the efficient delivery of these documents.

Please note that Report Cards, Diploma and Transcript of Records will be released only to those who have been cleared of their accountabilities and have completed their academic requirements. The deadline for the completion of clearance for Grade 12 is on June 17, 2020.

For your convenience, please see details of our payment facilities below:

1. Over the counter payments can be made at any Union Bank branch using the Bills Payment Slip or Deposit Slip with details below:

Payment for (Company/Institution): De La Salle Santiago Zobel School

Client Name: Student's Name

Reference Number: Student's Number

Account Number: CA 018-03-000-6691 (if using deposit slip)

Please send the proof of payment (*e.g. screenshot of payment confirmation or photo of deposit slip*) to studentaccounts@dlszobel.edu.ph. An official receipt shall be issued after confirmation of payment. The official receipt may be claimed from the school's Finance Office after we resume normal school operations.

2. All payments to the school may be made online via internet banking by using your bank's mobile app or website to transfer funds to the school's Union Bank account with the following details:

Account Name: De La Salle Santiago Zobel School

Account Number: CA 018-03-000-6691

Remarks: Student's Name/Student Number /Purpose of payment

3. DLSZ online payment facility (<https://pay.dlszobel.edu.ph>) using your credit card or online banking accounts with the following details:

Account: _____ Fee

Remarks: Student's Name / Student Number / Purpose of payment

The procedure for and schedule of enrollment for Academic Year 2020-2021 for undergraduates will be posted on the website next week.

For inquiries and clarifications regarding the aforementioned, please feel free to email Ms. Jenifer Bumanglag, Assistant to the Registrar for BRafeNHS at bumanglagje@dlszobel.edu.ph

Thank you for your cooperation and understanding.

In St. La Salle,



ROMANITO I. PATIGDAS

Registrar

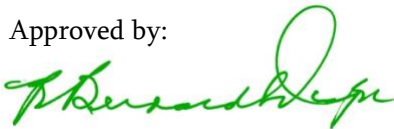
Noted by:



MARIA TERESA SUZETTE P. BALGOS

Director for Academic Services Department

Approved by:



BR. BERNARD S. OCA FSC

President